

**Cypress Home Owners Association  
Board of Directors Meeting Minutes  
February 28, 2013**

1 Upon due notice, given and received, the Cypress Home Owners Association Board  
2 of Directors held their regularly scheduled Board of Directors Meeting on Thursday,  
3 February 28, 2013, Clubhouse #2, Cypress, California. Betsy-Ann Toffler, Vice  
4 President, called the meeting to order at 7:15 p.m. with a quorum of Directors present.

5  
6 **Directors Present**

7 Betsy-Ann Toffler, Vice President  
8 Judith Fischer, Secretary/Treasurer  
9 Tamara Honegan, Director at Large

10  
11 **Directors Absent**

12 John Russell, President  
13 Diane Woodman, Director at Large

14  
15 **Also Attending**

16 Yamy Criblez, Accell Property Management, Inc.  
17 Dianna Campellone, Accell Property Management, Inc.  
18 Steve Feistel, Accell Property Management, Inc.  
19 No Homeowners

20  
21 **Executive Session Meeting Topics**

22 In accordance with California Civil Code Section 1363.05, the Board notes that the  
23 following topics were discussed during an Executive Session Meeting held on  
24 February 28, 2013

Executive Session

- 25  
26 1. Approval of the Executive Session Minutes from January 23, 2013  
27 2. Show Cause Hearings  
28 3. Foreclosures  
29 4. Homeowner Correspondence  
30 5. Delinquencies  
31 6. The Judge Law Firm correspondence  
32 7. Cane, Walker and Harkins Correspondence  
33 8. Legal Matter

34  
35 **The foregoing Resolution is executed pursuant to the general consent of the Board**  
36 **of Directors.**

37 **Minutes**

38 The Board of Directors reviewed the Minutes from January 23, 2013 Regular  
39 Session Minutes. Following review, it was the general consent of the Board of  
40 Directors to approve the minutes as presented.

Minutes

41  
42 The Board of Directors reviewed the Minutes from January 23, 2013 No Quorum  
43 Annual Membership Meeting. Following review, a motion was made by Judith  
44 Fischer and seconded by Betsy-Ann Toffler to approve the minutes as presented.  
45 The motion passed unanimously.

47 **Architectural Matters**

48 The Board of Directors reviewed an architectural application submitted by the  
49 homeowner of 4772 Larwin Avenue for wooden fence replacement. Following review  
50 and discussion, it was the general consent of the Board of Directors to approve the  
51 application with the following condition: the homeowner who shares the fence is to  
52 be aware of the fence replacement. In addition, only natural wood stain can be used.

4772 Larwin  
Avenue

53  
54 The Board of Directors reviewed an architectural application submitted by the  
55 homeowner of 4676 Larwin Avenue for rain gutter installation. Following review and  
56 discussion, it was the general consent of the Board of Directors to approve the  
57 application as presented.

4676 Larwin  
Avenue

58  
59 The Board of Directors reviewed an architectural application submitted by the  
60 homeowner of 4587 Larwin Avenue to replace windows and sliding doors with  
61 same windows and doors. Following review and discussion, it was the general  
62 consent of the Board of Directors to approve the application as presented.

4587 Larwin  
Avenue

64 **Committee Reports**

65 The Board of Directors reviewed correspondence from Emergency Preparedness  
66 Committee regarding a pancake breakfast. No further action was required.

Committee Report

68 **Consent Calendars and Resolutions**

69 The Board of Directors agreed, by general consent, to table the review/approval of  
70 the Resolution to Approve Duties, Responsibilities & Authority of the Association  
71 President to the March Board meeting.

Resolutions

73 **Financials**

74 Management presented the Board of Directors with a Revised Thirty (30) Year  
75 Reserve Funding Plan. Following review and discussion, it was the general consent

Reserve Funding  
Plan

76	<u>of the Board of Directors to table this matter until further notice.</u>	
77		
78	The Board of Directors reviewed the financial statements for the period ending	Financial
79	January 31, 2013. Following review, <u>a motion was made by Judith Fischer and</u>	Statements
80	<u>seconded by Betsy-Ann Toffler to approve the financial statements as presented. The</u>	
81	<u>motion carried unanimously.</u>	
82		
83	<b><u>Board Actions</u></b>	
84	The Board of Directors reviewed a proposal submitted by Antis Roofing and	Roof Repair
85	Waterproofing, Inc. for the removal and replacement of the remaining flat roofs system.	
86	Following review and discussion, <u>a motion was made by Judith Fischer and seconded</u>	
87	<u>by Betsy-Ann Toffler to approve the proposal for flat roof and mansard replacement on</u>	
88	<u>the following buildings: 4764-4770, 4798-4804, and 4636-4646 Larwin Avenue, in</u>	
89	<u>exact order listed, in the amount of one hundred thirty-nine thousand and six hundred</u>	
90	<u>fifty dollars (\$139,650.00). The motion passed unanimously.</u>	
91		
92	The Board of Directors reviewed a proposal submitted by Arenas Painting, Inc. for	Arenas Painting
93	repairs and maintenance to protect the painting throughout the Community. <u>The</u>	
94	<u>Board of Directors agreed, by general consent, to table further discussion, as the</u>	
95	<u>submitted proposal did not list breakdown of costs. Management is to request Arenas</u>	
96	<u>Painting resubmit detailed proposal.</u>	
97		
98	The Board of Directors discussed final details of approved playground equipment	Playgrounds
99	replacement in tot lot area behind clubhouse#2. Following review and discussion, <u>it</u>	
100	<u>was the general consent of the Board of Directors to have Management proceed with</u>	
101	<u>the project.</u>	
102		
103	The Board of Directors reviewed a proposal submitted by The Family Plumber to	Clean-out
104	survey the clean-outs throughout the Community. Following review and discussion, <u>a</u>	Installation
105	<u>motion was made by Betsy-Ann Toffler and seconded by Judith Fischer to approve the</u>	
106	<u>proposal for inspection of all units and provide count of already installed clean-outs.</u>	
107	<u>The approved proposal is for two hundred, twenty dollars (\$220.00). The motion</u>	
108	<u>passed unanimously.</u>	
109		
110	The Board of Directors reviewed homeowner's correspondence, 4658 Larwin Avenue,	4658 Larwin
111	regarding dish relocation fee reimbursement. Following review and discussion, <u>it was</u>	Avenue
112	<u>the general consent of the Board of Directors to approve the reimbursement request in</u>	
113	<u>the amount of fifty-two dollars (\$52.00).</u>	
114		

115

116 **Open Forum**

117 No items were discussed during Open Forum.

Open Forum

118

119 **Adjournment**

120 There being no further business to come before the Board, it was the general consent  
121 of the Board of Directors to adjourn the Meeting at 8:45 p.m.

Adjournment

122

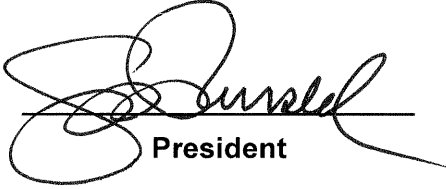
123 **Attest**

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President

  
\_\_\_\_\_  
Secretary